

POLICE OFFICER

(Competitive Class)

DISTINGUISHING FEATURES OF THE CLASS

This work involves the responsibility for performing routine police work consisting of patrol, traffic regulation, and other duties. This work may be performed in automobiles or on foot. The entire city or an assigned part thereof is patrolled and irregular conditions, circumstances, suspicious persons, and other activities are investigated. Arrests are made as required by law and other law enforcement activities are performed.

Work of this class is primarily confined to patrol and traffic direction and requires considerable independent ability and responsibility in emergencies. Employees generally work alone but may work as a team.

EXAMPLES OF WORK

NOTE: Any one position of this class may not include all duties listed, nor do listed examples include all duties which may be found in position of this class.

Patrols assigned area in a radio cruiser car as required;

Reports to headquarters any hazardous conditions found in streets or sidewalks, such as fallen trees, electrical power lines, etc.;

Checks parking meters for violations;

Gives special assistance to fire trucks, ambulances and other emergency vehicles;

Investigates suspicious persons, and unusual situations, etc.;

Directs traffic to relieve congestion and investigates traffic accidents;

Maintains order in crowds and public gatherings;

Checks bus and railway stations or other public places for vagrants, disorderly persons, etc.;

Receives and transmits radio messages in radio patrol car;

Escorts parades, funeral processions and convoys;

Serves subpoenas and executes warrants as directed;

Arrests law violators as required by law;

Escorts prisoners to court and testifies in court when required;
Transports prisoners to detention in or out of city;
Makes reports on situations encountered while on patrol;
Performs other related duties as assigned, required or indicated.

QUALIFICATION REQUIREMENTS

Must be not less than twenty-one (21) years of age at time of appointment;

Must have a high school diploma or a valid certificate of equivalency issued by a state department of education.

After offer of employment, but before beginning work in this class plan, must pass a medical examination prepared and administered by the Appointing Authority, designed to demonstrate good health and physical fitness sufficient to perform the essential duties of the position, with or without accommodation.

Must successfully pass a Civil Service examination testing aptitude for beginning work in this class.

WE	12-07-67	01-10-95
Rev	01-21-70	
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